



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

August 21, 2007

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC HEALTH: NOTICE OF COOPERATIVE  
AGREEMENT NUMBER U62/CCU923576-03-6 FROM THE  
CENTERS FOR DISEASE CONTROL AND PREVENTION  
FOR THE HIV/AIDS SURVEILLANCE PROJECT  
FOR CALENDAR YEAR 2007  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Director of the Department of Public Health (DPH), or his designee, to accept Notice of Cooperative Agreement (NCA) Number U62/CCU923576-03-6 (Exhibit I) from the Centers for Disease Control and Prevention (CDC), which provides the remaining 75 percent of funding for Calendar Year (CY) 2006 in the amount of \$1,689,270, for a combined total of \$4,773,604 (previously \$3,084,334) for the extended budget period of January 1, 2006 through December 30, 2007, for the Human Immunodeficiency Virus (HIV) Acquired Immunodeficiency Syndrome (AIDS) Surveillance Project.
2. Delegate authority to the Director of DPH, or his designee, to accept future NCAs for CY 2006 from CDC for the HIV/AIDS Surveillance Project not to exceed 25 percent of the base award, which will be in the amount of \$4,773,604 for the period of January 1, 2006 through December 31, 2007, subject to review and approval by Chief Executive Office and County Counsel and notification to the Board offices.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended action will allow DPH to accept grant funds from CDC to support the HIV/AIDS Surveillance Project, including Core Surveillance, Incidence Surveillance and National HIV Behavioral Surveillance projects. Funding will cover expenses related to personnel, operating expenses (including personnel services contract), and indirect cost. County and

*"To Enrich Lives Through Effective And Caring Service"*

contracted HIV/AIDS surveillance staff report prevalent and incident cases of HIV and AIDS diagnosed at medical care facilities and HIV testing sites throughout the County of Los Angeles.

The HIV Epidemiology Program has been collecting continuous surveillance data on all HIV-infected persons in Los Angeles County since 2002 and for persons diagnosed with AIDS since 1982. Approval of the recommended actions will allow for the continuation of federally funded HIV/AIDS Surveillance services that in turn support applications for federal dollars for HIV care and prevention services.

#### **FISCAL IMPACT/FINANCING**

The total program cost for the period January 1, 2006 through December 31, 2007 is \$4,773,604 which will be 100 percent offset by CDC funds, with no net County cost.

Funding is included in DPH's Fiscal Year 2007-2008 Adopted Budget.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On March 15, 2005, your Board approved NCA Number U62/CCU923576-02 for the HIV/AIDS Surveillance Project in the amount of \$597,301 (25 percent of full funding which was \$2,389,205) for CY 2005. Additionally, your Board approved delegated authority to accept and sign future NCAs for CY 2005 and CY 2006 (the end of the project period) for HIV/AIDS Surveillance services, and amendments to the NCAs, for increases or decreases in funding not to exceed 30 percent of the base award of \$2,389,205, upon review and approval by County Counsel, followed by notification to the Board Offices.

On March 9, 2006, DPH advised your Board that it was using delegated authority approved by your Board on March 15, 2005, to accept the CY 2006 NCA. DPH received NCA Number U65/CCU923576-03 for CY 2006 in the amount of \$591,844, which included \$579,912 (25 percent of anticipated funding) and a carryover amount of \$11,932 in unobligated funds for the Enhanced Perinatal Surveillance Project.

On March 26, 2007, DPH advised your Board that it was using delegated authority approved by your Board on March 15, 2005, to accept an amendment from CDC to the CY 2006 NCA. This amendment, NCA U62/CCU923576-03-05, provided for the extension of the project/budget period from December 31, 2006 to December 31, 2007, with additional funding, for a revised total of \$3,084,334.

On March 28, 2007, CDC awarded DPH the revised NCA Number U62/CCU923576-03-6, for the 75 percent remaining extension funds for the CY 2006 NCA in the amount of \$1,689,270 for a total two-year award of \$4,773,604 (previously \$3,084,334). Because DPH's acceptance of these additional funds would result in DPH exceeding the 30 percent delegated authority approved by your Board on March 15, 2005, this proposed action is being brought to your Board for approval.

Honorable Board of Supervisors  
August 21, 2007  
Page 3

County Counsel has approved Exhibit I as to form.

Attachment A provides additional information and Attachment B is the Grants Management Statement which your Board instructed all County departments to include in all Board letters for grant awards exceeding \$100,000.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The grant funds will assist DPH in the continuation of AIDS and HIV Core Surveillance, Incidence Surveillance and National HIV Behavioral Surveillance project countywide, which will result in the continuation of HIV/AIDS Surveillance services in funding to cover expenses related to personnel, operating expenses (including personnel services contract), and indirect costs.

**CONCLUSION**

The Department of Public Health requires four signed copies of your Board's action. It is requested that the Executive Officer, Board of Supervisors, notifies the Department of Public Health, Contracts and Grants Division, at (213) 240-8179 when this document is available.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:SRH:SAS  
DRJ:RM:bjs

Attachments (3)

c: County Counsel  
Director and Health Officer, Department of Public Health

SUMMARY OF AWARD1. TYPE OF SERVICES:

This project provides for the continued provision of AIDS surveillance and HIV seroprevalence services throughout Los Angeles County.

2. AGENCY NAMES AND CONTACT PERSONS:

Merlin J. Williams, Grants Management Specialist  
Centers for Disease Control (CDC), PGO, Branch 1  
2920 Brandywine Road, Mail Stop E-15  
Atlanta, GA 30341-4146  
Telephone No.: (770) 639-8052  
Facsimile/Fax No: (770) 639-8095  
Electronic Mail (e-mail): mqw6@cdc.gov

3. TERMS:

The term of the NCA is from January 1, 2006 through December 31, 2007.

4. FINANCIAL INFORMATION:

The total program cost for the period January 1, 2006 through December 31, 2007 is \$4,773,604, which will be 100% offset by CDC funds, with no net County cost.

5. GEOGRAPHIC AREA SERVED:

Countywide.

6. ACCOUNTABLE FOR MONITORING AND EVALUATION:

Douglas Frye, M.D., M.P.H, Director HIV Epidemiology Program

7. APPROVALS:

Department of Public Health:	John F. Schunhoff, Ph.D., Chief Deputy Director
Contracts and Grants Division:	Gary T. Izumi, Chief
County Counsel (as to form):	Andrea Ross, Senior Associate County Counsel

**Los Angeles County Chief Administrative Office  
Grant Management Statement for Grants Exceeding \$100,000**

Department	Public Health
------------	---------------

Grant Project Title and Description
HIV/AIDS Surveillance & Seroprevalence Cooperative Agreement Description: To maintain active AIDS surveillance and HIV Serosurveillance efforts throughout Los Angeles County.

Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance Deadline
CDC	Agreement No.00-U62/CCU923576-03-6	06/30/2007

Total Amount of Grant Funding: \$4,773,604		County Match Requirements	
Grant Period: 2 years	Begin Date: 01/01/2006	End Date: 12/31/2007	
Number of Personnel Hired Under this Grant:		Full Time 16	Part Time 18
<b><u>Obligations Imposed on the County When the Grant Expires</u></b>			
Will all personnel hired for this program be informed this is a grant-funded program?	Yes <input checked="" type="checkbox"/>	No	
Will all personnel hired for this program be placed on temporary ("N") items?	Yes <input checked="" type="checkbox"/>	No	
Is the County obligated to continue this program after the grant expires	Yes	No <input checked="" type="checkbox"/>	
If the County is not obligated to continue this program after the grant expires, the Department will:			
a). Absorb the program cost without reducing other services	Yes	No <input checked="" type="checkbox"/>	
b). Identify other revenue sources	Yes	No <input checked="" type="checkbox"/>	
(Describe)			
c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant.	Yes <input checked="" type="checkbox"/>	No	
Impact of additional personnel on existing space:			
Other requirements not mentioned above			

Department Head Signature \_\_\_\_\_ Date \_\_\_\_\_

03/28/2007		93.944		DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLIC HEALTH SERVICE CENTERS FOR DISEASE CONTROL AND PREVENTION <b>Exhibit I</b>																	
1. SUPERSEDES AWARD NOTICE DATED 12/12/2006 EXCEPT THAT ANY ADDITIONS OR RESTRICTIONS PREVIOUSLY IMPOSED REMAIN IN EFFECT UNLESS SPECIFICALLY RESCINDED				<b>NOTICE OF COOPERATIVE AGREEMENT</b>  AUTHORIZATION (LEGISLATION/REGULATION)  SECTIONS 301(42USC 241) 318B(42USC247C)																	
2. GRANT NO. U62/CCU923576-03-6		5. ADMINISTRATIVE CODES CCU62																			
3. PROJECT PERIOD FROM 04/01/2004		THROUGH 12/31/2007																			
4. BUDGET PERIOD FROM 01/01/2006		THROUGH 12/31/2007																			
6. TITLE OF PROJECT (OR PROGRAM) <b>HIV/AIDS SURVEILLANCE</b>																					
7. GRANTEE NAME AND ADDRESS LOS ANGELES COUNTY DEPT. OF HEALTH SERVS LACDOHS-HIV EPIDEMIOLOGY PROGRAM 600 S. COMMONWEALTH, #1920 LOS ANGELES, CA 90005				10. DIRECTOR OF PROJECT (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) DR. PAUL SIMON, MPH, DIRECTOR LACDOHS-OFFICE HEALTH ASSESSMENT & EPI. 313 N. FIGUEROA ST., #127 LOS ANGELES, CA 90012																	
11. APPROVED BUDGET (EXCLUDES PHS DIRECT ASSISTANCE)  PHS GRANT FUNDS ONLY TOTAL PROJECT COSTS INCLUDING GRANT FUNDS AND ALL OTHER FINANCIAL PARTICIPATION (PLACE NUMERAL ON LINE) <u>1</u>				12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE  A. AMOUNT OF PHS FINANCIAL ASSISTANCE (FROM 11.U) \$ 4,773,604 B. LESS UNOBLIGATED BALANCE FROM PRIOR BUDGET PERIODS \$ 499,123 C. LESS CUMULATIVE PRIOR AWARD(S) THIS BUDGET PERIOD \$ 2,717,672 D. AMOUNT OF FINANCIAL ASSIST. THIS ACTION \$ 1,556,809																	
SALARIES AND WAGES \$ 2,253,253 FRINGE BENEFITS \$ 1,014,265 TOTAL PERSONNEL COSTS \$ 3,267,518  CONSULTANT COSTS 0 EQUIPMENT 0 SUPPLIES 79,461 TRAVEL 41,267 PATIENT CARE-IMPATIENT 0 PATIENT CARE-OUTPATIENT 0 ALTERATIONS AND RENOVATIONS 0 OTHER 354,671 CONSORTIUM/CONTRACTUAL COSTS 495,953 TRAINEE RELATED EXPENSES 0 TRAINEE STIPENDS 0 TRAINEE TUITION AND FEES 0 TRAINEE TRAVEL 0 TOTAL DIRECT COSTS \$ 4,238,870 INDIRECT COSTS (24.29 % OF SEW/TADC) \$ 534,734 1. TOTAL APPROVED BUDGET \$ 4,773,604  SBIR FEE 0 FEDERAL SHARE \$ 4,773,604 NON-FEDERAL SHARE 0				13. RECOMMENDED FUTURE SUPPORT (SUBJECT TO THE AVAILABILITY OF FUNDS AND SATISFACTORY PROGRESS OF THE PROJECT) <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>BUDGET YEAR</th> <th>TOTAL DIRECT COSTS</th> <th>BUDGET YEAR</th> <th>TOTAL DIRECT COSTS</th> </tr> </thead> <tbody> <tr> <td>A. 0</td> <td>0</td> <td>D. 0</td> <td>0</td> </tr> <tr> <td>B. 0</td> <td>0</td> <td>E. 0</td> <td>0</td> </tr> <tr> <td>C. 0</td> <td>0</td> <td>F. 0</td> <td>0</td> </tr> </tbody> </table> 14. APPROVED DIRECT ASSISTANCE BUDGET (IN LIEU OF CASH) A. AMOUNT OF PHS DIRECT ASSISTANCE \$ 16,320 B. LESS UNOBLIGATED BALANCE FROM PRIOR BUDGET PERIODS \$ 0 C. LESS CUMULATIVE PRIOR AWARDS FROM THIS BUDGET PERIOD \$ 16,320 D. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$ 0  15. PROGRAM INCOME SUBJECT TO 45 CFR PART 74, SUBPART F, OR 45 CFR 92.25, SHALL BE USED IN ACCORDANCE WITH ONE OF THE FOLLOWING ALTERNATIVES: (SELECT ONE AND PUT LETTER IN BOX.) A. DEDUCTION B. ADDITIONAL COSTS <span style="border: 1px solid black; padding: 2px;">B</span> C. MATCHING D. OTHER RESEARCH (ADD/DEDUCT OPTION) E. OTHER (SEE REMARKS)		BUDGET YEAR	TOTAL DIRECT COSTS	BUDGET YEAR	TOTAL DIRECT COSTS	A. 0	0	D. 0	0	B. 0	0	E. 0	0	C. 0	0	F. 0	0
BUDGET YEAR	TOTAL DIRECT COSTS	BUDGET YEAR	TOTAL DIRECT COSTS																		
A. 0	0	D. 0	0																		
B. 0	0	E. 0	0																		
C. 0	0	F. 0	0																		
REMARKS (OTHER TERMS AND CONDITIONS ATTACHED) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO																					

SPONSOR: NATIONAL CENTER FOR HIV PREVENTION (NCHSTP)  
 \*IDC RATE BASE: SEE ATTACHED

PHS GRANTS MANAGEMENT OFFICER (SIGNATURE) 		(NAME-TYPED/PRINT) MERLIN J. WILLIAMS		(TITLE) GRANTS MANAGEMENT OFFICER	
7. OBJ. CLASS. 41.51		18. CRS. E.N. 1-956000927-A1		19. LIST NO. CD-002-007	
FY-CAN	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT. ACTION FIN. ASST	AMT. ACTION DER. ASST	
07-19145 07-9212466	CCU923576	CCU62	965,853	0	
07-19145 07-9213036	CCU923576	CCU62	261,602	0	
07-19145 07-9213799	CCU923576	CCU62	329,354	0	

HS-5152-1 (REV. 7/92) (MODIFIED CDC VERSION 10/92)

<b>NOTICE OF AWARD</b> (Continuation Sheets)	<b>PAGE 2 of 3</b>
	<b>AWARD NUMBER:</b> <b>U62/CCU923576-03-6</b> <b>PA04017 HIV/AIDS Surveillance Projects</b>

**TERMS AND CONDITIONS OF THIS AWARD**

**NOTE 1: INCORPORATION:** Program Announcement Number 04017, entitled "HIV/AIDS Surveillance," as amended, and original budget, are made part of this award by reference.

**NOTE 2: PURPOSE:** This amended Notice of Cooperative Agreement is to authorize the remaining 75% funding through December 31, 2007.

**NOTE 3: REVISED APPROVED BUDGET (FA):** The revised total budget is approved as follows:

	<b>Current Budget Awarded</b>	<b>75% Amount being Awarded</b>	<b>Revised Approved Budget</b>
Salary & Wages	\$1,436,248	\$817,005	\$2,253,253
Fringe	\$631,599	\$382,666	\$1,014,265
Consultants	\$0		\$0
Equipment	\$0		\$0
Supplies	\$68,967	\$10,494	\$79,461
Travel	\$24,210	\$17,057	\$41,267
Other	\$250,033	\$104,638	\$354,671
Contracts	\$337,040	\$158,913	\$495,953
Total Direct Costs	<b>\$2,748,097</b>	<b>\$1,490,773</b>	<b>\$4,238,870</b>
Indirect Costs	\$336,237	\$198,497	\$534,734
Total Award	<b>\$3,084,334</b>	<b>\$1,689,270</b>	<b>\$4,773,604</b>

**NOTE 4: USE OF UNOBLIGATED:** This award includes use of Year 02 unobligated in the amount of \$132,461, which has been applied as an offset to the current funding amount. The use of unobligated is approved based on the Financial Status Report (FSR) dated April 12, 2006. The amount of this notice of award will be subject to reduction if the actual amount of unobligated is less than shown on the referenced FSR.

**NOTE 5:** All other terms and conditions remain the same. Please reference your award number on all correspondence.

<b>NOTICE OF AWARD</b> (Continuation Sheets)	<b>PAGE 3 of 3</b>
	<b>AWARD NUMBER:</b> <b>U62/CCU923576-03-6</b> <b>PA04017 HIV/AIDS Surveillance Projects</b>

**NOTE 6: CONTACT INFORMATION:**

**Business and Grants Policy Contact**

Merlin J. Williams, Grants Management Specialist  
Centers for Disease Control, PGO, Branch I  
2920 Brandywine Road, Mail Stop E-15  
Atlanta, GA 30341-4146  
Telephone: (770) 639-8052  
Fax: (770) 639-8095  
Email: [mqw6@cdc.gov](mailto:mqw6@cdc.gov)

**Programmatic and Technical Contact**

Don Mixon, Project Officer  
Centers for Disease Control and Prevention  
Division of HIV/AIDS Prevention  
8 Corporate Blvd, Mail Stop E-47  
Atlanta, GA 30329  
Telephone: (404) 639-4108  
Fax: (404) 639-2980  
Email: [dxm4@cdc.gov](mailto:dxm4@cdc.gov)